

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
ACADEMIC AND STUDENT AFFAIRS COMMITTEE
MAY 15, 2012**

Academic and Student Affairs Committee Members Present: Chair Christine Rice; Trustees Duane Benson, Jacob Englund, Alfredo Oliveira, Thomas Renier, Louise Sundin and James Van Houten.

Other Board Members Present: Trustees Brett Anderson, Cheryl Dickson, Phil Krinkie, Dan McElroy, David Paskach, Scott Thiss and Michael Vekich.

Leadership Council Committee Co-Chairs Present: Vice Chancellor Douglas Knowlton and Presidents Cecilia Cervantes and Earl Potter.

The Minnesota State Colleges and Universities Academic and Student Affairs Committee held a meeting on May 15, 2012 at Wells Fargo Place, 4th Floor, Board Room, 30 East 7th Street in St. Paul. Chair Rice called the meeting to order at 10:12 am.

1. Minutes of March 21, 2012

The minutes from March 21, 2012 Academic and Student Affairs Committee were approved as written.

2. Academic and Student Affairs Update – Vice Chancellor Douglas Knowlton

Vice Chancellor Knowlton offered an update on recent and upcoming Academic and Student Affairs' events:

- There have been many positive comments following the Board of Trustees Educator of the Year Award for Excellence in Teaching luncheon on April 18, 2012, Vice Chancellor Knowlton said. He thanked Lynda Milne, System Director for Faculty and Instructional Development, for her work coordinating the event.
- There will be a joint meeting of the Chief Academic Officers, Chief Student Affairs Officers and Deans on May 23-24, 2012 at North Hennepin Community College. Two-hundred participants are expected. There will be keynote plenary sessions on combatting sexual violence and on increasing the use of analytics to support decision-making on campuses, as well as many breakout sessions. Presentations by developers of tools that support student success and developmental education activities will be offered. The Academic and Student Affairs Awards and Diversity and Equity Awards ceremony will take place on May 23.
- Vice Chancellor Knowlton gave the keynote address at the Minnesota State College Student Association General Assembly in Pequot Lakes.

- Associate Vice Chancellor Leslie Mercer, System Director Craig Schoenecker and Vice Chancellor Knowlton attended a conference in Washington, D.C. on the Access to Success Initiative. MnSCU is one of 22 public higher education systems working to increase access and success for low-income and under-represented students. Teams from MSU, Mankato, St. Cloud State University and Winona State University also attended the conference. Trustees will hear more about this initiative at future meetings, Vice Chancellor Knowlton said.
- The four new consultative councils associated with Academic and Student Affairs have begun to meet. They are in the areas of Student Affairs, Academic Affairs, Policy and Academic Technology.
- The Carnegie Foundation for the Advancement of Teaching was in Minnesota to present its new model for developmental math education at community colleges called Quantway/Statway. Seventeen campuses have indicated an initial interest in the initiative.

3. Proposed New Policy 3.39 – Transfer Rights and Responsibilities (Second Reading)

The proposed new policy contributes to the system office effort to promote transfer literacy among students by articulating steps students need to take for successful course credit transfer and by establishing reasonable expectations for colleges and universities in responding to the needs of students who plan to transfer.

A policy statement on student transfer rights and responsibilities is considered a way to promote effective credit transfer. The initial policy draft was developed by a team of student association representatives and system office staff and reviewed by the Academic and Student Affairs Policy Council. Representatives from the two student associations spoke in favor of the policy during the March committee meeting.

Trustee Benson asked about the ability of students to transfer credits to institutions outside of the system.

Associate Vice Chancellor López said the system already evaluates and accepts courses in transfer from public and private institutions across the nation. Course equivalencies from other institutions can be achieved in they choose to use the u.select software tool, Associate Vice Chancellor López said.

Vice Chancellor Knowlton said some institutions enter into partnerships, such as Tri-College in western Minnesota and North Dakota, and craft their own transfer agreements.

Trustee Van Houten said he was troubled by the wording of the policy – “Transfer Rights and Responsibilities.” He asked General Counsel Gail Olson if using “rights” in the title implies that the policy is a contract, or a guarantee of transfer success to students.

This system's duties to students are generally contractual in nature, General Counsel Olson said. Using the word "rights" may give more vivid attention to the issue, but the system has the same responsibilities to students whether or not that word is used, she said.

Trustee Anderson said the transfer policy focuses on a high-level process and requires comparable treatment. It states clear expectations for each group. He said he doesn't see it as offering a guarantee that course credits will always be accepted for transfer.

No other trustee indicated a concern with the wording of the policy title.

Trustee Englund said that he wants the system to work to ensure the transfer process is less cumbersome for students. The process should become as streamlined and automated as possible. He added he would like to see the system develop course and graduation planner tools similar to ones that other institutions offer to students.

Associate Vice Chancellor López said the system hopes to enhance DARS and u.select, along with some components of GPS LifePlan, as a way to provide a graduation planner tool for students.

Vice Chancellor Knowlton agreed that ways to make transfer easier for students will continue to be a priority.

A motion was made by Trustee Benson and seconded by Trustee Englund that the Academic and Student Affairs Committee recommends that the Board of Trustees approves the new policy 3.39 Transfer Rights and Responsibilities. The motion passed with Trustees Rice, Benson, Englund, Oliveira, Renier and Sundin voting in favor. Trustee Van Houten voted against the motion.

4. Mission Approval/Campus Profile: Rochester Community and Technical College

Presenters:

Don Supalla, President, Rochester Community and Technical College

Dave Weber, Chief Student Affairs and Strategic Operations Officer, Rochester Community and Technical College

John Wade, President, Rochester Area Chamber of Commerce

Vice Chancellor Knowlton said Board policy requires institutions to have their missions approved by the Board at least once every five years. Institutions also are asked to present a campus profile at this time.

Rochester Community and Technical College (RCTC) is the oldest public two-year college in Minnesota and one of the nation's oldest original community colleges. It was founded in 1915 and the first classes were offered in a downtown

building. The college moved to its current campus during the summer of 1968 and a year later the vocational technical institute was created, offering 15 programs.

President Supalla said about one-third of the college's 6,000 students transfer regularly. Some of the largest programs at RCTC are the Nursing, Health Information Technology, Business and Law Enforcement. There are also a variety of unique programs, such as dental hygiene, equine science, horticulture technology, occupational skills, surgical technology and veterinary technology.

Over 30 percent of the credits sold at the college this past fiscal year were online credits and, of that amount, 24 percent were students who were enrolled totally online. Nineteen awards can be earned through online programming, including Administrative Assistant, Healthcare Informatics, Interaction Design, Liberal Arts and Software Application Specialist.

Through the college's Continuing Education and Customized Training Department, an online course for home health care workers was developed 10 years ago. This has expanded to 19 states and now tens of thousands of students have been enrolled across the county, according to President Supalla. The program has been endorsed by the national Home Health Care Association and continues to expand.

RCTC offers a comprehensive student life program. There are over 30 student clubs and the college has had a Student Senate since 1921. Students can participate in a variety of performing and fine arts activities, such as theatre, band and choir. There are 10 NJCAA Division III sports offered at RCTC, with over 175 All-Americans in its legacy of championship athletes and teams.

President Supalla said the college has excellent faculty, evidenced by the fact that six have been recognized as Educators of the Year. RCTC is also one of very few community colleges in the country to have had several Fulbright Scholars.

Dave Weber said RCTC strives to be innovative to ensure continued quality and excellence. The college has received the Achievement Award from the Minnesota Quality Council. RCTC has been recognized nationally for integrated planning process and has been given the Alfred P. Sloan Award for Business Excellence in Workplace Flexibility in 2009 and 2011.

RCTC is one of only eight schools, and the only school from Minnesota, invited to participate in an AQIP Systems/Baldrige pilot program, he said.

The college is a tremendous partner in the community, John Wade of the Rochester Chamber of Commerce said. The city and region expect to grow 10,000 jobs in next 10 years and it will be critical to maintain a strong partnership with RCTC to meet the workforce needs.

The college is recognized as the educational, recreational, social and cultural hub for the community, Mr. Wade said. Several campus athletic facilities were co-developed with the city's park and recreation department and now are used not only by college teams, but also by many public school and community sports teams.

In addition to collaborating with the chamber in many initiatives, the college also partners with Rochester and other regional public schools, with Winona State in the "Path to Purple" program and with other community groups and businesses, such as the Mayo Clinic.

The city of Rochester continues to invest in the college through a local option sales tax which has contributed \$16.71 million for campus development. Another \$12.5 million being proposed, Mr. Wade said.

Chair Rice commended RCTC for being visionary when it comes to partnerships. These partnerships are especially important in times of declining state funding, she said.

Trustee Paskach asked how the college is working with the new University of Minnesota-Rochester campus. President Supalla said he has a good working relationship with the campus administration and he expects the university will be offering transfer opportunities to RCTC students in the future.

The college will continue its strong relationship with Winona State University, as well as connections with other higher education institutions in the region for transfer opportunities. This includes St. Mary's University and Augsburg College, which both have offices at the Campus University Center. Fifty percent of the students in the Augsburg College Bachelor of Science-Nursing program are RCTC graduates, he said.

The college's vision and mission states were considered for approval.

Vision:

Rochester Community and Technical College will be a universal gateway to world class learning.

Mission:

Rochester Community and Technical College provides accessible, affordable, quality learning opportunities to serve a diverse and growing community.

A motion was made by Trustee Benson and seconded by Trustee Englund that the Academic and Student Affairs Committee recommends that the Board of Trustees approve the request by Rochester Community and Technical College to reaffirm its vision, mission, purposes and awards as listed in the executive summary. Motion carried.

5. Academic and Student Affairs Committee Goal – Student Success

Presenters:

Nicole Dose, Director of the First Year Experience, Minnesota State University, Mankato

Kathy Matel, Student Success Coordinator, Century College

Ron Anderson, President, Century College

Associate Vice Chancellor López said First Year Experience programs have been demonstrated to be an effective strategy to promote the retention and academic success of students who are making the transition from high school to college. Presenters will highlight how First Year Experience programs are implemented at a state university, as well as at a two-year college.

Ms. Dose said the First Year Experience Office at MSU, Mankato was opened in 1991 to address the issue of first-year to sophomore-year retention rate.

The office offers a freshmen orientation program that is required of all new students, including transfer and online students. The office also oversees the common read program, learning communities, academic advising for undecided student at risk for dropping out of school and the early-alert system for struggling students. PSEO and concurrent program responsibilities were added to the office in 2010 and soon the office will have a family program coordinator to enhance communication with parents and families.

Students are able to take an optional first-year seminar that aims to help students with academic and social transitions. About one-third of incoming freshmen elect to take this seminar, which is a one-credit course that can be applied toward general education.

There are 13 learning communities enrolling about 25 students in each. They are offered in academic areas, such as dental hygiene, engineering, health, arts and humanities, among others.

The learning communities offer study groups, as well opportunities for peer interaction. Students who participate in learning communities have been found to have more positive, strengthening academic experiences and tend to have a stronger commitment to their academic career. Retention rates for students in learning communities are better than for those who are not in one.

Century College President Ron Anderson said The First Year Experience is a piece of the college's larger effort with Achieving the Dream and Bridge to Success Program. Both are aimed at improving student retention and success.

Student Success Coordinator Kathy Matel said Century College also has created learning communities to help incoming students be more successful. The college

will have 84 learning communities serving approximately 2,000 students next year.

Tutors-Linked-to-Classes is a program in which tutors attend the same classes as students and study with them outside of class. This has proven to be a successful initiative with participants showing increased retention rates and grades. This year 7,600 Century College students participated in Tutors-Linked-To-Classes.

Read Right is a reading improvement program also offered to incoming students. The program focuses on changing the reading process by re-training the brain. Preliminary data shows the program has been a huge success, often resulting in a three to five grade-level improvement in reading skills.

The New Student Seminar at Century College is a three-credit program designed to assist first-time students, as well as those returning to college, build the skills necessary to be successful. The teacher of the seminar also serves as the student's advisor for that semester. Seminar topics include career exploration and career planning; financing your education and creating a budget; study skills; note taking; and creating an eFolio electronic record. Teachers often help students connect with campus resources or assist them in meeting personal needs, such as getting a bus pass.

The seminar continues to expand and next year it is expected to serve 1,450 students.

Trustee Oliveira said all students in First Year Experiences should be encouraged to set up an eFolio portfolio account. eFolio is a web-based tool that records a student's academic, career and personal achievements.

The meeting adjourned at 11:46 am
Respectfully submitted,
Margie Takash, Recorder